

**City of Sunnyvale
Income Verification Calculation**



Applicant _____	Prepared by: _____
Co-Applicant _____	Date: _____
Address: _____	
Apartment Complex _____	Unit # _____

**INCOME DOCUMENTATION AND VERIFICATION
APPLICANT/LESSEE**

TYPE	YEAR and AMOUNT	PAY STUB/ MISC INC CALCULATION	CALCULATED ANNUAL AMOUNT	NOTES
W-2	_____			
TAX RETURN	_____			
	PAY PERIOD			
PAY STUB #1	_____			
PAY STUB #2	_____			
PAY STUB #3	_____			Min. 3 most recent
	PAY STUB TOTAL	\$ -		
AVERAGE (TOTAL OF PAY STUB DIVIDED 3)		\$ -		
AVERAGE X _____ PAY PERIODS (12, 24, 26, 52, etc)			\$ -	
ADD MISCELLANEOUS INCOME			\$ -	
FREQUENCY OF MISCELLANEOUS INCOME				
ADD MISCELLANEOUS INCOME			\$ -	
FREQUENCY OF MISCELLANEOUS INCOME				
TOTAL LESSEE GROSS ANNUAL INCOME			\$ -	

**INCOME DOCUMENTATION AND VERIFICATION
CO-APPLICANT/CO-LESSEE-**

TYPE	YEAR and AMOUNT	PAY STUB/ MISC INC CALCULATION	CALCULATED ANNUAL AMOUNT	NOTES
W-2	_____			
TAX RETURN	_____			
	PAY PERIOD			
PAY STUB #1	_____			
PAY STUB #2	_____			
PAY STUB #3	_____			Min. 3 most recent
	PAY STUB TOTAL	\$ -		
AVERAGE (TOTAL OF PAY STUB DIVIDED 3)		\$ -		
AVERAGE X _____ PAY PERIODS (12, 24, 26, 52, etc)			\$ -	
ADD MISCELLANEOUS INCOME			\$ -	
FREQUENCY OF MISCELLANEOUS INCOME			\$ -	
ADD MISCELLANEOUS INCOME			\$ -	
FREQUENCY OF MISCELLANEOUS INCOME			\$ -	
TOTAL CO-LESSEE ANNUAL GROSS INCOME			\$ -	

TOTAL HOUSEHOLD ANNUAL INCOME _____
TOTAL HOUSEHOLD RESIDENTS _____

**CITY INCOME LIMIT PER THE NUMBER OF HOUSEHOLD
BMR QUALIFIED**

INITIAL CERTIFICATION: _____ **RE-CERTIFICATION:** _____
 (Date) (Date)

APPROVED BY: _____ **TITLE:** _____